



DEPARTMENT OF THE NAVY
NAVAL MEDICAL COMMAND
WASHINGTON, D.C. 20372-5120

IN REPLY REFER TO

NAVMEDCOMINST 6440.4
MEDCOM-22
20 Dec 88

NAVMEDCOM INSTRUCTION 6440.4

From: Commander, Naval Medical Command

Subj: SUPPORT TO MEDICAL AND DENTAL DEPARTMENT ORGANIZATIONS OF
THE OPERATING FORCES

1. Purpose. To ensure priority and quality medical and dental services, establish functions, and assign responsibilities for providing medical and dental support to medical departments of the Operating Forces.

2. Definition. Medical and dental organizations of the Operating Forces include those of the seagoing forces, the Military Sealift Command, the Fleet Marine Force, and others assigned from the Marine Corps and special warfare units.

3. Guidance. Commanding officers and officers in charge of medical and dental treatment facilities have the primary responsibility of ensuring the health and readiness of members of the Operating Forces. In fulfilling this responsibility, they must exercise leadership which will achieve a positive influence on both the attitude and performance of all members of the Navy. An active role must be undertaken. Ships and units must be visited to ascertain their particular needs and to establish with the user that the service of the fleet liaison office is available for any help in providing medical and dental care. The medical and dental representatives of these operational units, especially when away from home port or station, must be made to feel that they have a personal "expediter" inside the treatment facility to help them provide for the medical and dental needs of their command. Each member of the treatment facility must develop the attitude that our primary responsibility is to provide service to the fleet and Marine Corps.

4. Fleet Liaison Office Functions. Any list of functions depends on the nature of the service available as well as other factors. Therefore, a permanent list of functions is not practical. Generally, the functions of a fleet liaison office are, but not limited to:

a. Visit the Operating Forces served in the area and make personal contact with the medical or dental departments of the ships and units, explain the services available, and find out what can be done to assist the command.

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b. Coordinate all requests for assistance from medical and dental organizations of the Operating Forces. Assure that such requests are assigned proper priority and are satisfactorily fulfilled.

c. Interact with the treatment facility's staff concerning the peculiarities and the needs of the Operating Forces, especially of patients with conditions not requiring admission.

d. Monitor medical holding companies.

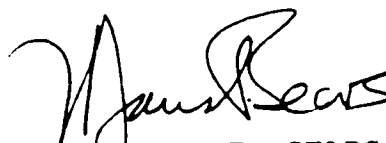
5. Action. Commanding officers and officers in charge of medical and dental treatment facilities must determine the number and location of fleet liaison offices and personnel. Commanding officers and officers in charge must:

a. Designate a single element of the organization as the fleet liaison office. The office and assigned personnel are to be clear and distinct. Personnel assigned should be senior petty officers with fleet experience who have this job as their primary duty. Sufficient personnel should be assigned to provide personal attention to each fleet unit as needed. This element should have direct access to the fleet liaison officer.

b. Designate the executive officer as the fleet liaison officer. If an executive officer is not assigned, a senior medical department officer may be designated.

c. Issue a directory for dissemination to the type commanders and independent fleet units of the names and telephone numbers of the personnel assigned to the fleet liaison office. These directories must be updated as personnel are transferred.

6. General. Commanding officers of the Operating Forces should use the designated fleet liaison office in their respective areas. Failure of coordinative efforts should be referred to the type command for additional resolution as needed. Additional assistance will be provided by referral to the Commander, Naval Medical Command.



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